



# ADMINISTRATIVE NOTES

Newsletter of the Federal Depository Library Program

Vol. 11, no. 26

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December 30, 1990

## Electronics Acquisitions and Dissemination Issues Survey

As the Library Programs Service (LPS) attempts to acquire and distribute electronic products for the depository library community, some new issues have arisen that require development of guidelines for future operations.

On October 24, 1990, following the opening session of the fall meeting of the Depository Library Council, Council attendees were invited to participate in a "brainstorming" session to help LPS develop these guidelines. Billed as a meeting on electronic technology acquisitions issues, because of the time of day, it came to be known as the "technology tea". This "tea" provided an opportunity for some members of the library community to assist LPS in preparing for the future through discussion of concrete scenarios requiring practical responses.

The following real-life issues were addressed at that meeting. Although some interim decisions have been made based on the response at that session, LPS would like the depository community as a whole to participate in the discussion and decision-making.

Please read the following issues and respond to the questions on the answer sheet. Responses and comments should be practical, rather than philosophical, and (borrowing a phrase from the Public Printer, Robert Houk) "...constructive, realistic, and achievable." February 1, 1991 is the deadline for return of responses to:

Jane Bartlett  
ATTN: TT  
GPO/LPS (SLL)  
Washington DC 20401

If you have any questions, please call (202) 275-1003. Thank you.

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### Issue #1: Distribution of data in electronic format without providing access software.

**Scenario:** An agency is willing to provide data in electronic format but has made a decision to leave provision of user application software to the private sector. In some cases, the data has been summarized and the files structured on the disc for use with a fairly common commercially-available software package. In other cases, the files are in ASCII format, but the data is at the micro level.

**Question:** Should LPS offer this data to depository libraries?

**Issue #2: Distribution of CD-ROMs or floppy diskettes without paper documentation.**

**Scenario:** The publisher has placed the documentation on the disc. There is a paper edition of the documentation available, but, for LPS to distribute documentation in this format, would be duplication and a burden on a limited budget.

**Question:** What problems might we anticipate if libraries had to download the documentation from the disc?

**Issue #3: Item count needed immediately but no survey data exists.**

**Scenario:** The agency is producing a disc outside GPO and is willing to provide copies for depository distribution. The publisher is going to press with a CD-ROM tomorrow and a count for depositories must be given now. There has not been a survey for this electronic product. LPS could:

- (a) provide an item number count for "General Publications" and distribute under that item number,

**Problem:** If LPS orders and distributes under the "General Publications" item number, some libraries that might have selected this item will not receive it (and those who would not have selected will).

- (b) provide an item number count for "General Publications" and hold for survey,

**Problem:** If LPS orders under the "General Publications" and holds for a survey, the delay could be 2-3 months and the number acquired could be either much too high (waste) or much too low (shortages).

- (c) create a miscellaneous CD-ROMs or electronic product category for each agency and sub-agency and survey in anticipation of such an opportunity,

**Problem:** If a miscellaneous CD-ROM category is established for all agencies and sub-agencies, there will be some item numbers that will never have anything disseminated under them.

- (d) acquire sufficient numbers for Regionals only,
- (e) acquire what we can get and make a special offer through Administrative Notes.

**Question:** Which is the least problematic option? Are there other problems or options?

**Issue #4: Paper documentation but not electronic file provided to LPS for dissemination.**

**Scenario:** LPS has acquired paper documentation for distribution that describes an electronic item. The item described ( e.g. online file, CD-ROM, floppy disc) has not been made available for depository distribution.

**Question:** Are libraries interested in receiving documentation without the electronic files?

**Issue #5: Public domain software exists but is not distributed by LPS.**

**Scenario:** An agency has disseminated a CD-ROM with public domain software. LPS distributed the edition available at the time that the disc was distributed. The agency develops further editions of the same software or even another software to be used with the disc. This software is available from a bulletin board or other readily accessible source.

**Question:** What role should LPS play in acquisition and dissemination of these items?

**Issue #6: Prototype disc being produced by agency.**

**Scenario:** A government publisher is testing CD-ROM production and has developed a prototype disc.

**Question:** Would libraries be interested in having access to this prototype, if sufficient copies could be acquired?

**Issue #7: An electronic file available in multiple formats - e.g. floppy disc, microfiche, CD-ROM.**

**Scenario:** The agency is planning to provide data in a variety of formats. The files will not all be available at the same time, with a considerable (months-long) lag between production of one and the availability of the others.

LPS, at the same time, has limited resources for "riding" contracts for distribution. Duplication is to be avoided, if possible. If the products can be duplicated, only one format will be offered.

**Question:** If only a single format can be offered, should the criteria for selection for distribution be timeliness, economy (for LPS), efficiency for user-searching, compactness, or archivability?



**Issue #8: Cost of dissemination of an electronic product significantly impacts appropriated funds.**

**Scenario:** An agency is producing a set of CD-ROMs or has an online product that, if made available through the Program, would have a major impact on appropriated funds. Distribution of this product might require additional paper titles to be selected for conversion to microfiche.

**Question:** Should LPS develop criteria for determining when the impact of dissemination of one product would negatively affect the overall Program? Are other criteria for non-selection needed? What might these be?

**Issue #9: Shareware on CD-ROM.**

**Scenario:** An agency produces a CD-ROM that has software on the disc, including a shareware software. The "fee" for use of the shareware (use of which is optional) is passed on to the library or purchaser.

**Question:** Should LPS disseminate discs with shareware on them? What mechanism should be used for notifying the depository about the existence of the shareware?

**Issue #10: Items in electronic "package" available for distribution at different times.**

**Scenario:** An agency is planning to distribute an electronic database on CD-ROM, with a floppy diskette containing software and paper documentation. The CD-ROM is available now, but the software and paper documentation will be arriving later. GPO has, until now, held up shipment of an electronic "package" until all pieces are received.

**Question:** Would it be a problem for libraries if the pieces of the "package" are disseminated as received?

## Electronics Acquisitions And Dissemination Survey Response Form

Depository Library # \_\_\_\_\_

**Issue #1: Question:** Should LPS offer this data to depository libraries?

**Response:**     \_\_\_ (Y)   \_\_\_ (N)

**Comments:**

**Issue #2: Question:** What problem might we anticipate if libraries had to download the documentation from the disc?

**Response:**

**Issue #3: Question:** Which is the least problematic option? Are there other problems or options)?  
(Check one)

**Response:**     \_\_\_ (a)   \_\_\_ (b)   \_\_\_ (c)   \_\_\_ (d)   \_\_\_ (e)

**Comments:**

**Issue #4: Question:** Are libraries interested in receiving documentation without the electronic files?

**Response:**     \_\_\_ (Y)   \_\_\_ (N)

**Comments:**

**Issue #5: Question:** What role should LPS play in acquisition and dissemination of these items?

**Response:**

**Issue #6: Question:** Would libraries be interested in having access to this prototype, if sufficient copies could be acquired?

**Response:**     \_\_\_ (Y)   \_\_\_ (N)

**Comments:**

**Issue #7: Question:** If only a single format can be offered, should the criteria for selection for distribution be timeliness, economy (for LPS), efficiency for user-searching, compactness, or archivability?

**Response:** Please rank (#1 is most important):

\_\_\_\_ timeliness                      \_\_\_\_ efficiency for user-searching                      \_\_\_\_ archivability  
\_\_\_\_ economy (for LPS)                      \_\_\_\_ compactness

**Comments:**

**Issue #8: Question:** Should LPS develop criteria for determining when the impact of dissemination of one product would negatively affect the overall Program?

**Response:** \_\_\_\_ (Y) \_\_\_\_ (N)

**Question:** Are other criteria for non-selection needed? What might these be?

**Response:**

**Comments:**

**Issue #9: Question:** Should LPS disseminate discs with shareware on them?

**Response:** \_\_\_\_ (Y) \_\_\_\_ (N)

**Question:** What mechanism should be used for notifying the depository about the existence of the shareware?

**Response:**

**Comments:**

**Issue #10: Question:** Would it be a problem for libraries if the pieces of the "package" are disseminated as received?

**Response:** \_\_\_\_ (Y) \_\_\_\_ (N)

**Comments:**

Thank you for your participation. Please mail surveys to: Jane Bartlett, Attn:TT, U.S. G.P.O., Library Programs Service (SLL), Washington, DC 20401

## Federal Agency Depository Libraries Re-Numbered

Depository libraries in Federal agencies now have new depository library numbers, as shown in the list below. The change was made to bring the numbering for these libraries into conformance with the overall numbering system, in which libraries in the same state are assigned closely related numbers.

Old	New	Old	New	Old	New
1001	0508B	1025	0631B	1046	0242B
1002	0067C	1027	0043C	1047	0096C
1004	0507B	1028	0091B	1048	0097A
1005	0089B	1029	0091C	1049	0097B
1006	0050C	1030	0328A	1050	0115A
1007	0502C	1031	0222A	1051	0016B
1008	0628C	1032	0631C	1052	0047C
1009	0629B	1033	0508C	1053	0642B
1010	0553B	1034	0092B	1055	0242C
1011	0048C	1036	0092C	1056	0097C
1012	0629C	1037	0093C	1057	0098A
1013	0005B	1038	0094B	1058	0241C
1015	0089C	1039	0577B	1059	0098B
1016	0090	1040	0094C	1060	0098C
1017	0090B	1041	0413A	1061	0099B
1018	0630C	1042	0095A	1062	0099C
1021	0242A	1043	0095B	1063	0100C
1023	0090C	1044	0095C	1064	0101C
1024	0091A	1045	0096B	1066	0090A

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## Project Hermes Beta Test Period Extended

The beta test period for Regionals and law depositories with Project Hermes Bulletin Board (PHBB) has been extended until early 1991. For a description of the PHBB and instructions for access, see Administrative Notes, vol. 11, no. 24.

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## Daily Congressional Record Vol. 136 Sequence

The following list shows the correct sequence of numbers and parts for the daily Congressional Record, vol. 136.

October 27, 1990 Vol. 136 No. 150

S.16877-S.17003  
H.12319-H.12422

October 26, 1990 Vol. 136 No. 149-Pt.II

S.17005-S.17145  
H.12423-H.12762

October 26, 1990 Vol. 136 No. 149-Pt.III

S.17147-S.17290  
H.12763-H.12909

October 26, 1990 Vol. 136 No. 149-Pt.IV

S.17291-S.17428  
H.12911-H.13269

October 27, 1990 Vol. 136 No. 150-Pt.II

S.17429-S.17620  
H.13271-H.13364

October 27, 1990 Vol. 136 No. 150-Pt.III

S.17621-S.17974  
H.13365-H.13445

October 24, 1990 Vol. 136 No. 147-Pt.II

S.17975-S.18121  
H.13447-H.13600

October 25, 1990 Vol. 136 No. 148-Pt.II

S.18123-S.18261  
H.13601-H.13914

November 2, 1990 Vol. 136 No. 151

S.18263-S.18352



## Readers Exchange

### A Useful, Cumulated List of U.S. Senate Publications

Librarians at North Carolina State University were not enthusiastic about the inauguration of the Senate numbering scheme. Its adoption by GPO classifiers in 1983 seriously complicated our efforts to insure the completeness of our collection, and to preserve this material through binding. My comments in this publication (Administrative notes, 6:10 (July 1985), p.7-10) set forth the problems we still encounter daily while dealing with the Senate numbering scheme.

The Admin notes Senate publications lists did not cumulate, and did not list publications grouped by issuing committee - the most useful presentation of this information. So the lists as distributed by GPO were not easy to use; they were not presented in the most helpful fashion. Indeed, many librarians responded to the recent survey by the Senate Library to say they had never understood how the lists could be used. But these lists appearing in Admin notes were the most timely and authoritative listing of what materials the Senate had published. For NCSU these lists were extremely valuable source material.

By entering the data given in the Admin notes Senate publications lists into a database management system, NCSU gained the flexibility necessary to make this data useful. NCSU has databases for Senate hearings, committee prints, and committee publications from the 99th, 100th and 101st Congresses.

The NCSU databases are in a simple three field dBase 3+ format: number, title, and committee. Using various indexes and sorts of the databases we have produced for Senate hearings, Senate prints, and Senate publications three listings: 1) numerical, 2) numerical grouped by issuing committee, and 3) alphabetical. Data for the 99th and 100th Congresses have been compiled; entry for the 101st Congress material has been delayed due to the absence of the list of Senate publications in Admin notes.

NCSU hopes, with help from the Senate Library, to continue compiling this product. We consider it essential to proper management of our Senate depository collection. And we hope to distribute this information to interested depositories.

This article is, in part, a survey of potential recipients of the NCSU Senate databases. The recent Senate survey of their publications list in Admin notes found about 30 libraries where this information was essential, and another 70 where it was useful. We at NCSU want very much to have your response to the questions given on the reverse side of this page.

## NCSU Senate databases questionnaire

Do you wish to get cumulated lists of Senate materials from NCSU? YES NO

In what format would you like to receive this information?

- ☐ paper
- ☐ floppy disk
- ☐ available on a file server

How frequently do you wish to have this information updated?

- ☐ bimonthly
- ☐ quarterly
- ☐ less frequently

Do you have access to dBase 3+? YES NO

Are dBase files an appropriate means to disseminate this information? YES NO

Do you prefer to receive data in ASCII format? YES NO

Can you access and download files available through Internet? YES NO

Like the rest of you, NCSU is suffering budget reductions. What figure do you think is fair to ask for cost recovery for this service? Assume a bimonthly service with receipts in

- |                                  |                      |
|----------------------------------|----------------------|
| <input type="checkbox"/> paper   | cost? (            ) |
| <input type="checkbox"/> floppy  | cost? (            ) |
| <input type="checkbox"/> on-line | cost? (            ) |

Please send your response and any additional comments to

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Documents Department  
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North Carolina State University  
Raleigh, N.C. 27695-7111

## Regional Depository Libraries As of December 1, 1990

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Ms. Sarah Reeves **#0012**  
Documents Librarian  
Government Documents  
Drawer S  
University of Alabama Libraries  
Tuscaloosa, AL 35487-9784  
(205) 348-6046  
Fax: (205) 348-8833

### Alaska

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### American Samoa

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### Arizona

Ms. Janet Fisher **#0022**  
Documents Librarian  
Department of Library, Archives  
and Public Records  
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### Arkansas

Ms. Mary Brewer **#0036B**  
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Documents Service  
Arkansas State Library  
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Little Rock, AR 72201  
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Fax: (501) 682-1529

### California

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Government Publications Section  
California State Library  
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Fax: (916) 324-8120

### Colorado

Mr. Tim Byrne **#0069**  
Head, Government Publications  
Government Publications Library  
University of Colorado at Boulder  
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Boulder, CO 80309-0184  
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Mr. Michael Espinosa **#0071**  
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Denver Public Library  
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**Connecticut**

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Hartford, CT 06106  
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**Delaware**

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**District Of Columbia**

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**Florida**

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**Guam**

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**Hawaii**

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## Utah

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## Washington

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